

Construction Loan Draw Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I hope this message finds you well. I am writing to inquire about the current status of my construction loan draw for the project located at [Project Address]. As per our agreement, I would like to request the disbursement for the following work completed:

- [Description of Work 1]
- [Description of Work 2]
- [Description of Work 3]

Attached to this letter, you will find all the necessary documentation, including receipts, inspection reports, and any other required materials to facilitate this request.

Please let me know if you need any additional information or if there are forms I should complete. I appreciate your prompt attention to this matter and look forward to your response.

Thank you very much.

Sincerely,

[Your Name]